



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**INSTALLATION MANAGEMENT AGENCY**  
**UNITED STATES ARMY GARRISON SCHWEINFURT**  
**CMR 457**  
**APO AE 09033**

IMEU-SWF-ZA

20 July 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #1-6, Housing Disturbance

1. Reference: AE Reg. 27-9, Misconduct by Civilians, 18 Apr 06
2. Purpose: To provide policy and guidance for the behavior of Soldiers, civilians and family members in and around military housing and government leased housing.
3. Applicability: This policy applies to all Soldiers, their family members, civilian employees and their family members who reside in the Schweinfurt military community or the surrounding area.
4. Responsibilities:
  - a. Soldiers and civilian employees are responsible for their own behavior as well as the behavior of their family members.
  - b. The USAG Schweinfurt Commander is responsible for promoting a safe environment in which to live.
  - c. The Provost Marshal is responsible for investigating complaints concerning violations in and around military housing and government leased housing.
5. Policy:
  - a. In accordance with AE Reg. 27-9, all acts of misconduct by civilians and family members will be reported, within a timely manner, to the USAG Schweinfurt Commander, who is the Civilian Misconduct Action Authority (CMAA).
  - b. For a first misconduct violation:
    - (1) Soldier - The Soldier will be issued a Letter of Warning through the Soldier's chain of command.
    - (2) Civilian employee or family member - The civilian will be issued a Letter of Warning through their employer, if applicable, or their military sponsor.

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This Policy Memorandum supersedes Policy Memorandum #1-6, dated 21 Oct 04, and remains in effect until rescinded or superseded.

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c. For a second misconduct violation:

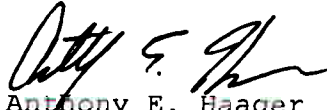
(1) Soldier - The Soldier will be issued a Notice of Proposed Termination through the Soldier's chain of command. The Soldier will be afforded the opportunity to appeal the Proposed Termination. If the appeal is denied, the Soldier and all individuals sponsored by the Soldier will remove themselves and all personal belongings from government owned/leased quarters within 30 days.

(2) Civilian employee or family member of a civilian employee - The sponsor will be issued a Notice of Proposed Termination through the chain of command. The sponsor will be afforded the opportunity to appeal the Proposed Termination. If the appeal is denied, the civilian or Soldier and all individuals sponsored by them will remove themselves and all personal belongings from government owned/leased quarters within 30 days.

d. Depending on the severity of the offense, termination of government housing may also result in the termination of Command Sponsorship of family members.

6. As occupants of government housing frequently claim they have no knowledge of their responsibilities, maximum distribution will be made of this policy. Copies will be disseminated by the Chain of Command, periodically distributed to all military housing occupants, and presented to new residents when they sign for housing. Additionally, this policy will be prominently posted on all stairwell bulletin boards and in the family housing office at DPW.

"Pride, Professionalism, Teamwork"



Anthony E. Haager  
LTC, QM  
Commanding

DISTRIBUTION:

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